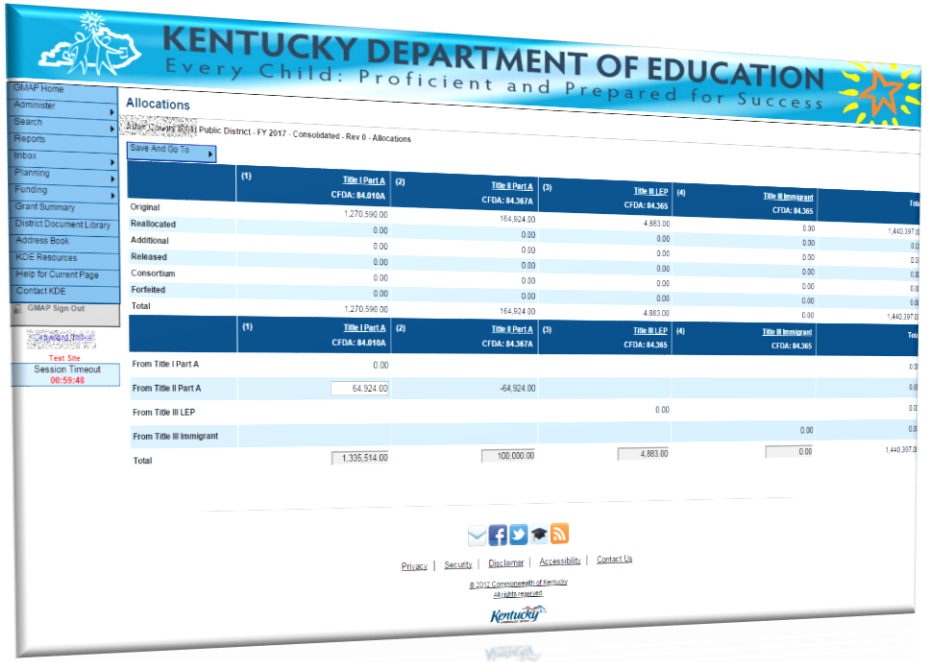
GMAP

Grant Management, Application, and Planning

Superintendent and Finance Officer Training



What is GMAP?

- Online system for submitting, reviewing, approving and archiving grant applications
- All districts will submit their Perkins, Title I, Title II, and Title III grant applications in GMAP beginning with the 2016-17 funding year
- Other grants to be added in future years
- Provided by KDE to districts at no charge

How does GMAP help districts?

- Combines different grant application processes into a single system
- Enables collaboration among programs to better maximize grant dollars
- Provides a more efficient grant application review and approval process

Activity to date

- Team of KDE and district personnel selected HMB's eGrants product
  - since 2002, used by 11 state education agencies
- Configured to Kentucky requirements
- Pilot conducted with 11 districts
- Feedback used to refine configurations

Pilot Districts

- Carter County
- Christian County
- Covington Independent
- Daviess County
- Fleming County
- Jefferson County
- Lee County
- Pike County
- Pulaski County
- Warren County
- Woodford County

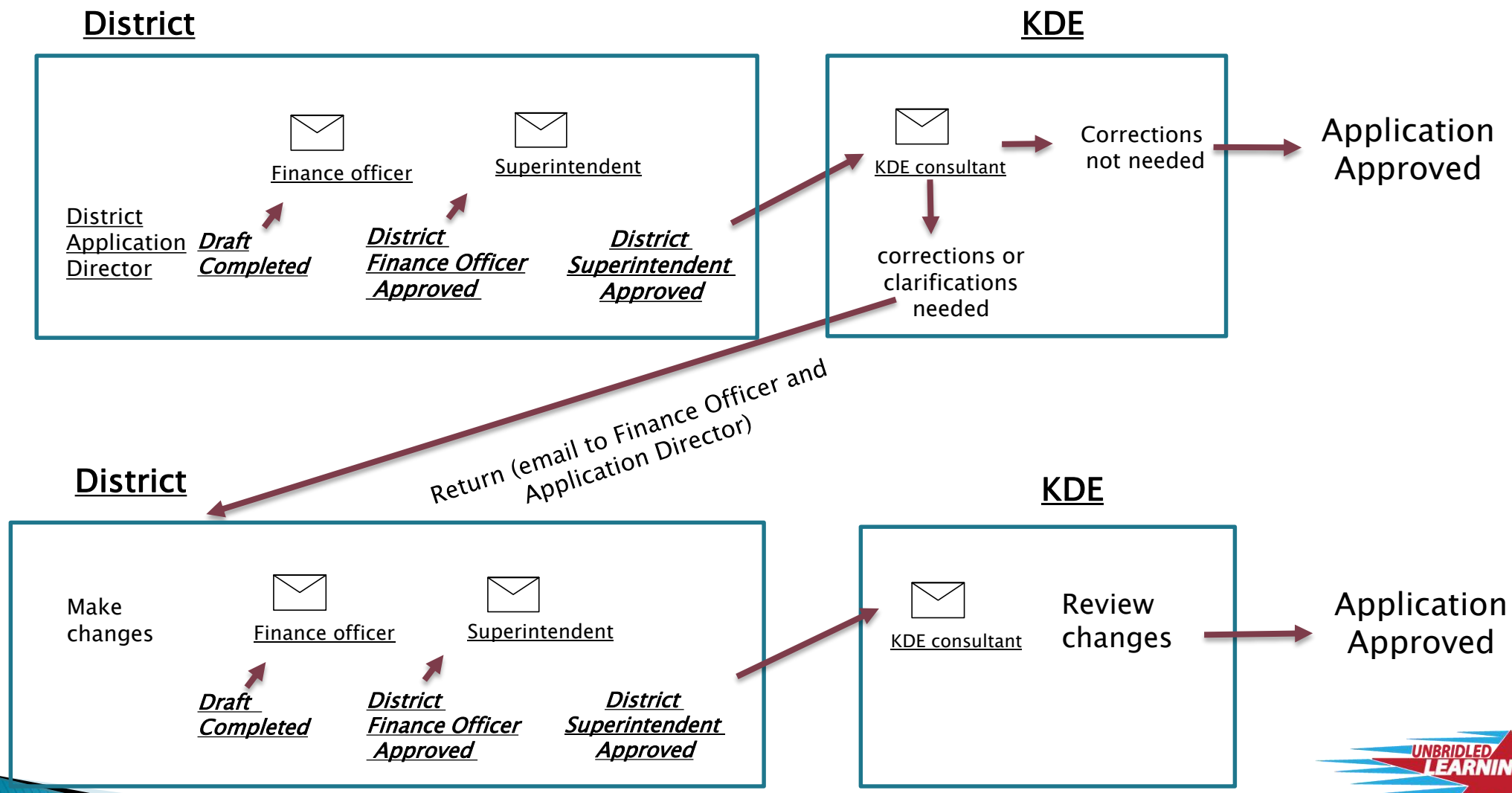
GMAP Features

1. Manage and archive applications for any number of grants
2. Consistency of grant application process
3. Single version of a working grant application
4. Validations prevent errors of omission or calculation
5. Communicate from within the application
6. Logs all application changes

Process Changes

- Title I, Title II, and Title III (EL and Immigrant) combined in a Consolidated Application for review and approval. (Funds stay separate.)
- District Finance Officers and Superintendents (or designees) must approve applications every time they are sent to KDE.
- District funding assurances and federal cash request assurances (previously in ASSIST) will be submitted in GMAP as well as the funding assurances statement submitted by email.
- Funds will not be released without an approved application.

Workflow

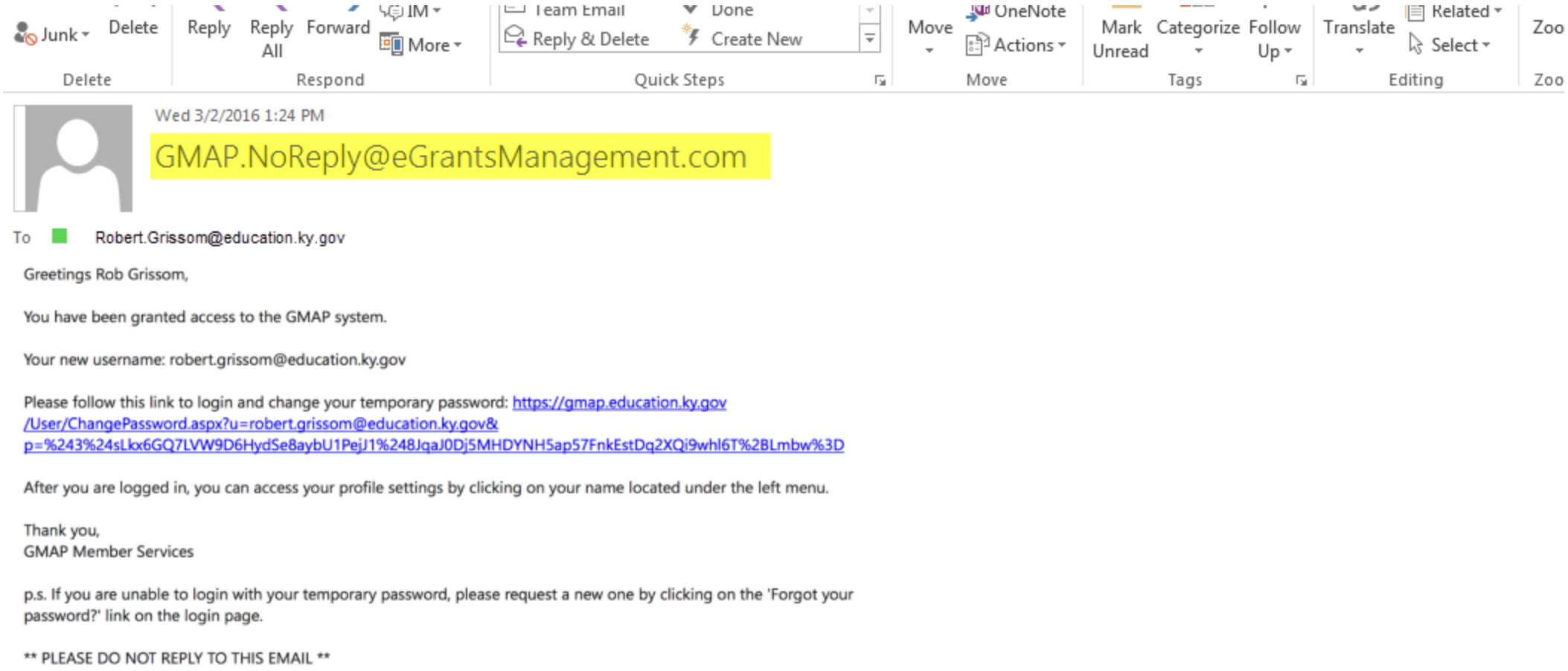

District
Finance officer
Superintendent
District Application Director
Draft Completed
District Finance Officer Approved
District Superintendent Approved
KDE
KDE consultant
Corrections not needed
Application Approved
corrections or clarifications needed
Return (email to Finance Officer and Application Director)
District
Make changes
Finance officer
Superintendent
Draft Completed
District Finance Officer Approved
District Superintendent Approved
KDE
KDE consultant
Review changes
Application Approved

Roles and Permissions

- **Consolidated/Perkins Update** – edit uncompleted application
- **Consolidated/Perkins Director** – edit uncompleted application/change status to *Draft Completed*
- **Finance Officer** – edit uncompleted application/change *Finance Officer Approved/Returned* status
- **Superintendent** – edit uncompleted application/change *Superintendent Approved/Returned* status

A role can be assigned to more than one user to allow for designees.
An individual user can have more than one role; for example, a single person could have finance officer and superintendent roles.
Contact kdegmap@education.ky.gov to add users or change roles until district user administrators are assigned.

User ID and password



Approval Steps

1. Receive email notification
2. Login
3. Locate funding application (Perkins or Consolidated)
4. Review application
5. Change status at top of “Sections”
6. Confirm status change

Finance Officer Email Notification

Wed 3/2/2016 1:22 PM

GMAP.NoReply@eGrantsManagement.com

Status Change - Inst ID: 145 - Consolidated

To | Finance.officer@Davies.kychools.us

The status of the Consolidated Application, Fiscal Year 2016, Revision Level 1, for Daviess County has been changed to Draft Completed.

John Jones
Grant Coordinator

Superintendent Email Notification

Wed 3/2/2016 1:24 PM

GMAP.NoReply@eGrantsManagement.com

Status Change - Inst ID: 145 - Consolidated

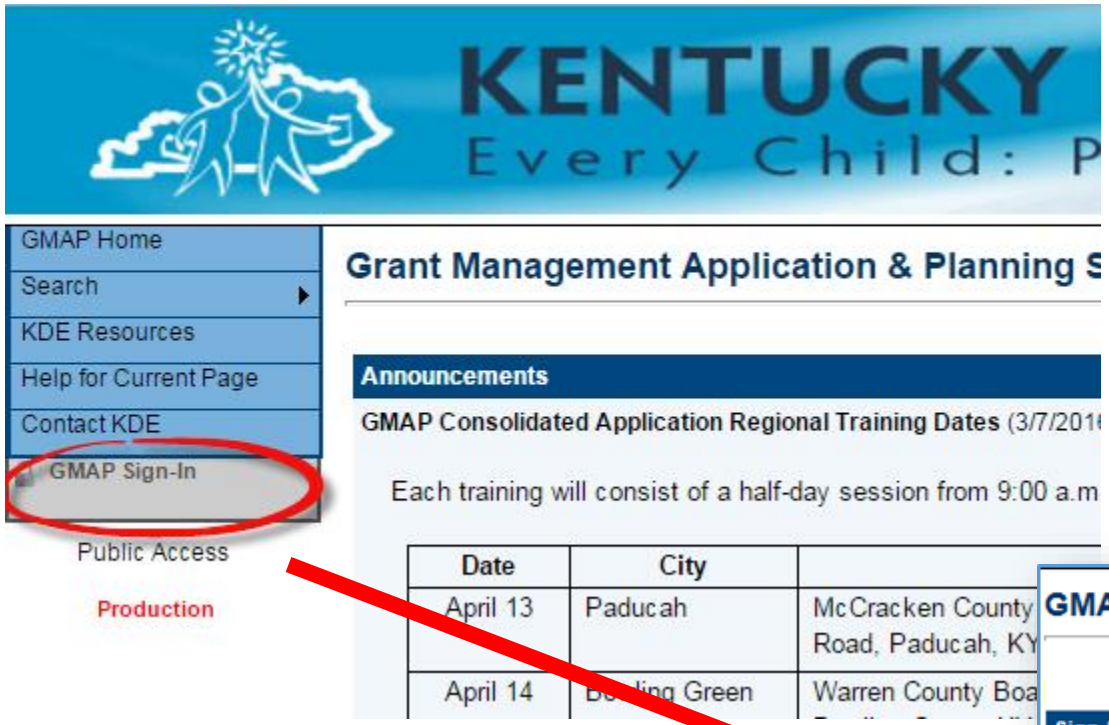
To Superintendent@Daviess.kyschools.us

The status of the Consolidated Application, Fiscal Year 2016, Revision Level 1, for Daviess County has been changed to District Finance Officer Approved.

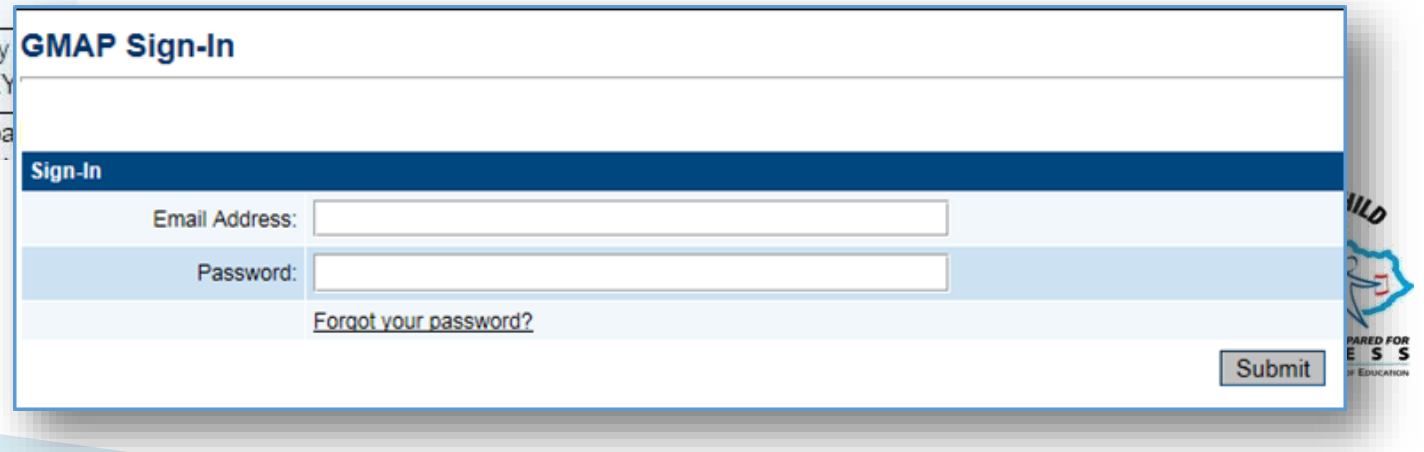
Jane Smith
Finance Officer

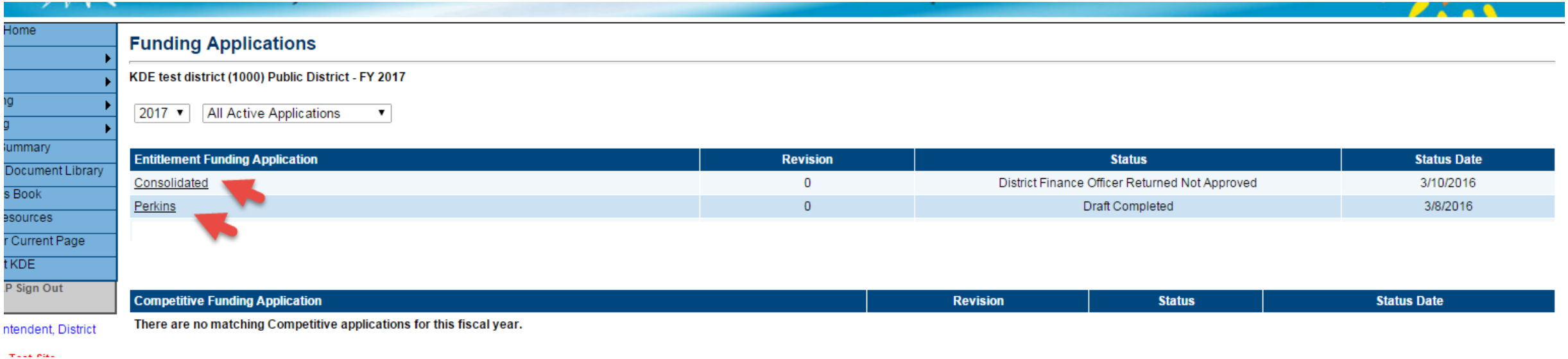
Login

- https://gmap.education.ky.gov/



- Enter email address and password
- Click Submit



Click on Organization Name Or Funding from Menu

Select the Application